

1. The PATB is used to evaluate applicants; the PETB is used to evaluate employees. In either case, the test results are not used for a hire/no hire, assign/don't assign decision. No cut-off score is used. Each test-taker is described in a report for the recruiter (PATB) or hiring manager (PETB) that compares the test-taker to a representative sample of Agency professionals who, by dint of some degree of incumbency, have demonstrated ability to do our work at a professional level. The comparison depicts the test-taker as more or less or as able, interested, motivated, and adaptable as people who have been successful in our particular enterprise. The core of the use of the PTB report is the widely held belief--and research-based evidence--that people who are similar to successful people in capacity to do certain work are likely to be successful themselves in that work. The PTB is one sign-post, as are school grades, prior work performance, and other evidence of accomplishment. The the PTB is not make-or-break, it is an advisory indicator. The hiring decision is always a managerial one.

2. We use two nationally available tests as part of the Professional Test Battery--the [redacted] [redacted] They look at personality and occupational interests respectively. They have been evaluated for bias. They both meet or exceed the national APA and OEE0 standards for lack of bias in test construction. (The proprietary or Agency specific portions of the PTB have been constructed in accord with professional standards.)

3. We are in the process of studying minority ratios in different stages of the applicant evaluation process to determine if there is any evidence of bias and, if so, what might be contributing to it.